# STATE OF COLORADO Department of State

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# Campaign Finance/TRACER Steps for Candidates Impacted by Redistricting

November 10, 2021

As a result of redistricting, some candidates may find that the number of the legislative district they are running for has changed. If redistricting has resulted in your district number changing, you can follow the administrative steps below in TRACER to register a new committee and candidacy that reflects the new district number.

#### Step 1

Register a new committee in TRACER for the new district (e.g. if HD 10 became HD 12 then submit a new committee registration for HD 12).

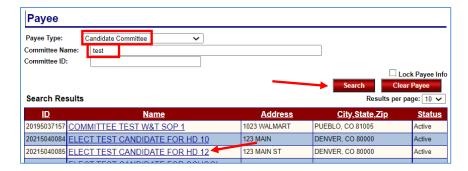
### Step 2a

Terminate the existing committee in TRACER. The candidate can carry the fund balance of the old committee forward to the new committee by showing an expenditure from the old HD committee to the new HD committee (do not have to return contributions to the contributors).

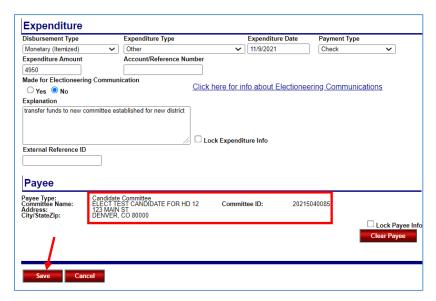
In the Expenditure Entry page, enter the information for the expenditure. Note: For the Expenditure Type, choosing Other is permissible and then use the Explanation box to note that the funds are being transferred to the new committee due to redistricting.



Choose Candidate Committee for the Payee Type. Enter all or part of the new committee's name and Search. A Search Results grid populates. Choose the blue link for the appropriate committee.



The committee's information populates in the Payee section. Click Save.

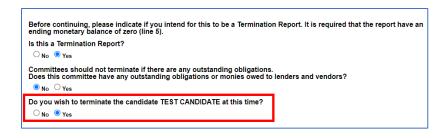


A message appears stating that the transaction may be prohibited. Due to the nature of transferring funds to a new committee for a new district, you can ignore this warning and click the Continue Save button.



### Step 2b

The candidate should also terminate their candidate account tied to the old district in TRACER. This can be done at the same time the candidate terminates the candidate committee for the prior district.



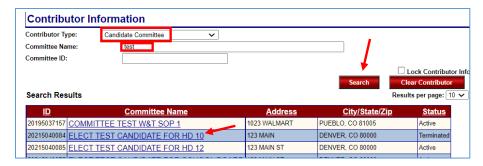
## Step 3

Report a contribution from the old committee for the amount of the old committee's fund balance on the next report due for the new committee.

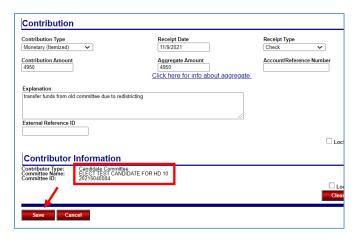
In the Contribution Entry page, enter the information for the transfer of funds from the old committee to the new one established due to redistricting.



Choose Candidate Committee for the Contributor Type. Enter all or part of the old committee name and click Search. A Search Results grid populates. Click on the blue link for the appropriate committee.



The committee information populates in the Contributor Information section. Click Save.



A message appears stating that the transaction may be prohibited. Due to the nature of transferring funds to a new committee for a new district, you can ignore this warning and click the Continue Save button.



# **Important Note**

- If a contributor has maxed out their contributions to the candidate via the old district committee, that contributor may NOT contribute again to the new district committee.
- Since TRACER is unable to track contributor aggregates between the old and new committees, the committee will need to keep track of this on their own and ensure no contributor exceeds the applicable election cycle limit.

### Step 4

File a new candidate affidavit for the new district.

If the candidate filed an affidavit in the current election cycle for the existing district and is now
filing a new candidate affidavit because of a change in the district number, the new affidavit
should mirror the previously filed affidavit. For example, if a candidate's affidavit for HD 10
indicated the candidate accepted Voluntary Spending Limits (VSL) then the affidavit for HD 12
should also reflect the acceptance of VSL.

#### Step 5

If it has been more than 90 days since the candidate has previously filed a Personal Financial Disclosure (PFD) statement with this office, a new PFD is required within 10 days of filing the new candidate affidavit.

https://www.sos.state.co.us/pubs/elections/CampaignFinance/forms/CPF PFD.pdf

If a previous PFD is already on file (within 90 days of the filing of the new affidavit) we still recommend the candidate file a Personal Financial Disclosure (PFD) update form to reflect the new district number if their district number has changed.

https://www.sos.state.co.us/pubs/elections/CampaignFinance/forms/CPF PFD UPDATE.pdf

# Step 6

There may be additional ballot access considerations so please reach out to our ballot access team for more information.

Colorado Secretary of State Elections Division Ballot Access Department 303-894-2200 x6333 ballot.access@coloradosos.gov

As always, if you have any questions about the campaign finance implications of redistricting or any other campaign finance questions or concerns, please do not hesitate to contact us.

Campaign Finance Compliance Team

303- 894-2200 & (dial 3 then 1) cpfhelp@coloradosos.gov www.coloradosos.gov

TRACER: <a href="http://tracer.sos.colorado.gov">http://tracer.sos.colorado.gov</a>